

Dear Youth and Parent/Guardian:

Please read the revised Bay County 4-H Livestock Association Bylaws. The Association, livestock leaders, and 4-H staff would like you to be aware of the rules that are in place to provide safe and educational opportunities.

Please sign, date, and return this form to MSU Extension - Bay County by May 15. Be sure to keep this current copy of the bylaws in your files.

Additional copies of these bylaws can be found at <http://msuextension.co.bay.mi.us>. Follow the links to "4-H Youth Programs" and then to "Forms and Documents."

If there are any questions, please call your 4-H club organizational leader to MSU Extension - Bay County at (989) 895-4026.

I have read, understand and agree to abide by the rules that are stated in the Bay County 4-H Livestock Association Bylaws.

\_\_\_\_\_  
4-H Member Name (Please print)

\_\_\_\_\_  
4-H Member Signature

\_\_\_\_\_  
Parent/ Guardian Name (Please print)

\_\_\_\_\_  
Parent/ Guardian Signature

\_\_\_\_\_  
Date

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# **BAY COUNTY 4-H LIVESTOCK ASSOCIATION BYLAWS**

Revised October 2007

There will be no exceptions to these bylaws unless approved by the 4-H Livestock Association and the 4-H Educator, or another designated MSU Extension -Bay County representative.

## **Animal Policies**

### **Beef**

1. Members are to have steer/heifer in their possession by February 1 of current calendar year in order to sell at the Livestock Auction.
2. Market steer/heifer must be tagged. One photo must be taken and turned into MSU Extension - Bay County by February 15. There will be no substitutions after this date.
3. No rings in the noses of steer.
4. Steers/heifers must be born on or after January 1 of the prior calendar year and weigh a minimum of 800 pounds in order to participate in market classes.
5. All large, male market animals must have been castrated and dehorned.

### **Swine**

1. Members are to have swine in their possession by May 1 of current calendar year in order to sell at the Livestock Auction.
2. Market swine must be tagged. One photo must be taken and turned into MSU Extension - Bay County by May 15. There will be no substitutions after this date.
3. No boars may be shown in showmanship classes.
4. Swine must be born on or after January 1 of the current calendar year and must weigh a minimum of 190 pounds to participate in market classes.
5. All youth who sell a swine project at the Bay County 4-H Livestock Auction must attend and complete Pork Quality Assurance training. PQA is designed to educate youth in eliminating volatile drug residues, increase food safety practices, and overall improve the knowledge of swine care and management practices.
6. All large, male market animals must have been castrated.

### **Lambs**

1. Members are to have market lambs in their possession by May 1 of current calendar year in order to sell at the Livestock Auction.
2. Market lambs must be tagged. One photo must be taken and turned into MSU Extension - Bay County by May 15. There will be no substitutions after this date.
3. All large, male market animals must have been castrated.
4. Market lambs must be born on or after January 1 of the current calendar year and weigh a minimum of 90 pounds to participate in market classes.

### **Goats**

1. Members are to have goats in their possession by May 1 of the current calendar year in order to sell at the Livestock Auction.
2. Goats must be tagged. One photo must be taken and turned into MSU Extension - Bay County by May 15. There will be no substitutions after this date.
3. Market goats must be born on or after January 1 of the current calendar year and weigh a minimum of 50 pounds to participate in market classes.
4. Pygmy breeds may not be entered in market classes.
5. All large, male market animals must be castrated and dehorned.

### **Waterfowl and Poultry**

1. Market waterfowl and poultry must be born on or after the January 1<sup>st</sup> of current calendar year.
2. Members are to have waterfowl and poultry in their possession by June 15 of the current calendar year.
3. Poultry (chickens and turkeys) must show valid Pullorum Test papers before being penned at the Fair.
4. To participate in the market classes, turkeys must weigh a minimum of 15 pounds.
5. To participate in the market classes, ducks must weigh a minimum of at least five (5) pounds.

6. To participate in the market classes, geese must weigh a minimum of at least eight (8) pounds.
7. These rules of pens in multiples meet the minimum weight requirements for each animal class. (By-Law # 4, 5, 6, and 7).

### **Rabbits**

1. Market rabbits must be born on or after January 1 of the current calendar year.
2. Members are to have rabbits in their possession by June 15 of current calendar year.
3. Market rabbits must weigh a minimum of five (5) pounds to participate in market classes. This rule also pertains to pens of multiples.

### **Pheasants**

1. A County Pheasant Contact is required by the Department of Natural Resources to apply for a permit for our county. Any member wishing to do a pheasant project in Bay County must be documented by the Pheasant Contact under this permit.
2. All pheasants to be shown or marketed at the Fair must be acquired through the County Pheasant Contact. This assures age equality and Pullorum-free birds. Birds are ordered in late spring, approximately 15 to 16 weeks before the Fair.
3. Pheasants are shown as a pen of three and must consist of one male and two females, or two males and one female.
4. Market pheasants are offered to buyers during the auction "for release only." Youth and buyer agree to time and place to meet for the release of birds.
5. Birds must be released within two (2) weeks of the conclusion of the Fair.

### **Policies Pertaining to all Animals**

1. Goats, steer/heifers, swine, and lambs are to be considered large animals. Rabbits, waterfowl, and poultry are to be considered small animals.
2. All animals must participate in market classes to sell in the Livestock Auction.
3. All animals must meet all current U.S.D.A. (United States Department of Agriculture) and Michigan Department of Agriculture testing requirements prior to admission in the Livestock Barn.
4. Breeding stock must be owned by 4-H members by May 1 of current calendar year.

5. Should an animal become lame or die prior to judging, the member may obtain permission from the Livestock Superintendent to substitute another animal. The Livestock Superintendent will notify the MSU Extension representative of the change.
6. No drugs or supplements may be administered to any animal without consent of the Livestock Superintendent.
7. All 4-H livestock entries will be judged using the Danish System (A-B-C).
8. All large, male, market animals must have been castrated and dehorned.
9. All entries placed in A, B, and C groups will receive corresponding ribbons and/or premiums.
10. A date and time will be determined by the Livestock Association to weigh in and admit all animals into the Fair. This will be the showing and selling weight.
11. A date and time will be determined by the Livestock Association for clean up, set up, and decorating of the barn prior to the fair, this day will not be counted as a livestock function.
12. Sick or injured livestock exhibits will be released or removed only by the Livestock Superintendent prior to the end of Fair.
13. Any exhibits removed from the Fairgrounds before the designated release time (10:00 p.m. Saturday night of Fair Week) without permission of the Livestock Superintendent will result in the revocation of premiums.

### **Rocket J Chicken Contest Rules**

1. Registration for the Rocket J Contest must be submitted to MSU Extension - Bay County by the date set by Rocket J.
2. Rocket J chickens must be picked up on the day of arrival at Rocket J's.
3. All Rocket J entries must be classified entries on the 4-H Fair entry form. Rocket J chickens must be entered in at least one of the following classes: market, non-market, and/or showmanship.
4. A Rocket J market entry will be considered one of the two species allowed to be sold in the Auction.
5. Rocket J chickens will be weighed in and recorded at the time of entry by someone chosen by the Livestock Superintendent.
6. A 4-H Member in the Rocket J project must enter one bird in the Rocket J competition and exhibit it at the Fair. If the member does not exhibit one in the Rocket J competition,

he or she will be ineligible to participate in future Rocket J projects.

7. Rocket J chickens must meet all requirements of poultry as stated in these bylaws.

### **Rules and Guidelines for 9-19 Year Old Members**

1. Youth must be enrolled as a 4-H member with MSU Extension-Bay County by April 1st of the current program year to exhibit in any 4-H Livestock project area and be eligible to sell any 4-H Livestock project at the Livestock Auction. Youth enrolled in 4-H livestock projects may only participate in classes listed in the Department U section. Department U is traditionally the 4-H classes in the fair book.
2. 4-H members must be 9-19 years old as of January 1<sup>st</sup> of the current program year to participate in the Livestock Auction.
3. 4-H members must be able to safely exhibit their animal(s) in the show ring or be separated and judged from their stall, as determined by the Livestock Superintendent.
4. A 4-H member must exhibit his or her own animal. If a 4-H member cannot exhibit his or her own animal due to an injury, illness, or a situation that has been confirmed by the 4-H Livestock Superintendent, then he or she may have a person in their own age group exhibit the animal for market and non-market classes only. Prior to the showing, the appropriate leader, the 4-H Livestock Superintendent, and MSU Extension - Bay County representative should be informed of the change.
5. 4-H members are required to bathe and fit their own animals only with the help of a parent/guardian and/or the 4-H leader during Fair Week.
6. Only people appointed by the 4-H Livestock Superintendent will be allowed to enter the show ring.
7. Any 4-H member who participates in a livestock animal project or competition (market, non market, and/or showmanship) (King/Queen and Prince/Princes contest) must attend at least 3 Livestock Association Meetings, and at least 3 Livestock/Fair Board/ Advisory Council functions per 4-H program year.

### **Rules and Guidelines for 5-8 Year Old Cloverbud Members**

1. Youth must be enrolled as a 4-H member with MSU Extension - Bay County by April 1 of the current program year to participate in any 4-H livestock project area.
2. If 4-H Cloverbud members are to have direct involvement with an animal, the contact must take place under the direct one-on-one assistance of a responsible parent, guardian, or adult volunteer.
3. 5-to 6-year olds may be involved with an animal on a halter or lead. They must be

directly assisted one-on-one by an adult volunteer or parent who is on the ground holding the animal's halter or lead. Includes dairy calf, lamb, kid goat, etc.

4. 5-to 6-year olds may be involved with non haltered animals such as swine, companion animals, chickens, and rabbits. They must be directly assisted one-on-one by a parent, guardian, or an adult volunteer who is beside the youth.
5. Cloverbuds who are 7-to-8 years old may be involved with an animal on a halter or lead. They must be assisted by a parent, guardian, or an adult or older youth volunteer who is on the ground hold the animal's halter or lead. Includes dairy calf, lamb, goat, etc.
6. 7-to 8-year olds may be involved with non-halterd animals such as swine, companion animals, chickens, and rabbits. They must be assisted by a parent or an adult or older youth volunteer who is beside the youth.
7. Cloverbuds will participate only in activities that are noncompetitive.
8. Cloverbuds will be uniformly recognized for participation.
9. Cloverbuds will participate in activities that are developmentally appropriate.
10. Cloverbuds may not participate in competitive classes, sales, treaties, and auctions at 4-H events.
11. Any 4-H Cloverbud member who participates in a livestock animal project (market, non-market, and/or showmanship) must attend at least 3 Livestock Association Meetings, and at least 1 Livestock/Fair Board/Advisory Council functions per 4-H program year.

### **Rules and Guidelines for the Market Sale**

1. Members must attend and sign in at a minimum of three (3) 4-H Livestock meetings, and at a minimum of three (3) Livestock/Fair Board/Advisory Council functions per 4-H program year in order to participate in the Fair.
2. All market animals must be sold at the 4-H auction or forfeit their position to the next animal in order of judging.
3. Anyone choosing to remove a market animal from the sale is still required to pay 3% of the current market value of that animal to the Livestock Association based on the prevailing price with the Michigan Livestock Exchange on the date of the Livestock Auction.
4. All members are required to contribute 3% of their Market Sale income to the Livestock Association to be used for general expenses incurred throughout the year and during the Fair and Market Sale. This amount will be deducted by the Market Auction Clerk before checks are mailed to Members.

5. Parents and members intending to participate in any livestock project including market, non-market, or showmanship classes must review these bylaws and sign a form indicating they have done so. The form must be returned to MSU Extension - Bay County by May 15 each year.
6. 4-H Members may only sell a total of three (3) species. 4-H Members selling three species must sell at least one specie in the large animal class and one animal in the small animal class. One animal, *or* one pen of two, *or* one pen of three shall qualify as a single specie entry.
7. All exhibits brought to the Fair must be clean, dry, free of disease, free of parasites, and uninjured.
8. Upon entry into the Livestock Barn, all animals will be inspected by the Livestock Superintendent or his/her designee to determine suitability.
9. The buyer has the right to do with the animal whatever he or she sees fit, including giving it back to the seller.
10. Sale order of all market species will be rotated each year following the adopted rotation: swine, chickens, steer, pheasants, turkeys, goats, ducks, lambs, geese, and rabbits, with the top listed species rotating to the bottom of the order in the following year.
11. 4-H members selling livestock are responsible for making arrangements to transport their animals to processors.
12. Buyers may request to have the animal donated back to the Livestock Association or resold. If so, animal will be resold at the end of the sale. Proceeds will go to the Livestock Association.
13. A \$5.00 fee will be deducted from each 4-H member's sale check to pay for the Thank You ad placed in the newspaper.
14. Sellers must make arrangements with buyers for processing within five (5) days after the auction.

### **Livestock Barn Rules**

1. No sleeping in the livestock barn.
2. No open-toed foot wear is allowed in animal pens or stalls.
3. Alleyways, stalls, and pens must be kept clean at all times.
4. The Livestock Association, with the recommendation of superintendents, will decide appropriate bedding for animals. Youth will be required to purchase and use the bedding



deemed appropriate.

5. Members are required to post buyer's name above the animal as soon as possible after the sales.
6. All members, leaders, and parents should be available to help set up on the day of the sale.
7. Any 4-H member caught destroying property will be banned from participating in the Market Sale for up to two years depending on the destruction. The 4-H Youth Educator and 4-H Livestock Association could worsen the punishment if needed.
8. All animals in the livestock barn must be checked for food and water at approximately 10:00 am and 8:00pm. The barn superintendent will use the following as guidelines to enforce this policy:
  - First Warning: Member verbally notified by Superintendent.
  - Second Warning: Cage will be tagged and Leader notified with member.
  - Third Warning: Premiums will be forfeited and animal will be removed.
9. Dates and times for cleaning and decorating the barn will be determined by the Livestock Association.
10. The barn will be cleaned each day by 10:00 a.m. Members are responsible for keeping their pens and the barn clean throughout the day.
11. Fees for pens left dirty at the end of fair week will be fined \$25.00 for small animals and \$75.00 for large animals. Checks will be made payable to "Bay County Livestock Association." Superintendents will deem when a pen has been left dirty and designate a youth to clean the pen. The cleaner will receive \$10.00 for small animal pens and \$25.00 for large animal pens.
12. All animals must be removed from the barn by 11:00 am on Sunday after the Fair and barn clean up will be from 8:00 am to 12:00 pm. Animals may be removed from barn on Saturday from 10:00 pm to 12:00 am (midnight). Pen inspection will only be done on Sunday, 12:30 pm.
13. Upon decorating, the member and animal names may be posted at any time.
14. All animals in the Livestock Barn must be a registered Fair entry.
15. All feed must be stored neatly in an appropriate sealed container. Large animal feed should be stored in designated areas.
16. All food and water dishes must be appropriate to suit the animal so as to not be tipped over.
17. All members/Cloverbuds will have a pen limitation of no more than eight (8) livestock pens at fair. Pens of two or three animals count as one pen.

18. Large animals may not be removed from stall without two (2) adults present. Traffic areas must be blocked off when doing so to keep public safe.
19. Animals to be washed must be washed in the designated area at the back center of the barn.

### **Information Center/Club Responsibilities**

1. The Information Center will be open from 12:00 until 8:00 p.m. each day (Tuesday through Saturday) of Fair.
2. Clubs will be responsible to work at least two (2) shifts. Shifts will be no longer than two (2) hours.
3. During that club's shift, youth will also be responsible to pick up trash outside and inside the barn and sweep entire barn floors.
4. Sign-up sheets will be available at the June and July Livestock Association meetings for clubs to sign up for shifts.

### **Officers**

1. The executive committee of the Livestock Association will consist of: president, vice-president, secretary, and treasurer.
2. All officers will be elected by ballot at the September Livestock Association meeting. In the case of a tie the President will flip a coin to determine the winner.
3. The terms of each office will be as follows:
  - President: One (1) Year
  - Vice-Pres: One (1) Year
  - Secretary: One (1) Year
  - Treasurer: One (1) Year
4. Officers may serve for two consecutive one-year terms.
5. The term of officers will start at the October Livestock Association meeting.
6. If a vacancy occurs in the executive committee, a special election will be held to elect an officer to fill the term of the vacant office.

## Specific Duties of Officers

1. President
  - Preside at all meetings of the Livestock Association.
  - Work with MSU Extension - Bay County to create monthly agendas.
  - Be a representative of the youth involved in livestock projects in Bay County.
  - Serves as a role model for officers and members.
2. Vice-president
  - Will act as aide to the President.
  - Assumes responsibility in absence of President.
  - Serves as a role model for members.
  - Supplies sign-up sheets and oversees that clubs report for shift duty during Fair.
3. Secretary
  - Keeps accurate record at all meeting of the Livestock Association.
  - Conducts correspondence as decided by Livestock Association.
  - Works with MSU Extension - Bay County to assure reports are available at meetings.
  - Serves as a role model for members.
4. Treasurer
  - Receives all monies of the Livestock Association.
  - Keeps an accurate record of all receipts and expenditures.
  - Manages day-to-day financial transactions.
  - Presents a financial report at every meeting.
  - Works with MSU Extension - Bay County to assure reports are available at meetings.
  - Records and pays bills/reimbursements.
  - Deposits/withdraws funds.
  - Records accrued interest.
  - Serves as a role model for members.
5. Committees
  - A. Bylaw Review Committee formed at August meeting of current program year.
  - B. Buyers Reception Committee formed at March meeting of current program year.
  - C. Information Center Committee formed at March meeting of current program year.
  - D. Barn Improvement Committee formed at January meeting of current program year.
  - E. Ribbons/Trophy Committee formed at May Meeting of current program year.